



United States Naval Academy  
Naval Service Training Command

# Officer Professional Core Competencies Manual

April 2019



## We all took an oath...

I solemnly swear that I will support and defend the Constitution of the United States of America against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office upon which I am about to enter; So help me God.

## Special Trust and Confidence

Command is the foundation upon which our Navy rests. Authority, responsibility, and accountability are three essential principles which are the heart and soul of command. Effective command is at risk if any of these principles are lacking or out of balance. Further, a Commanding Officer's authority must be commensurate with his or her responsibility and accountability. This immutable truth has been the very foundation of our Navy since 1775.

## Virtue, Honor, Patriotism

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\*Effective 30 September 2019, Direct Commission Officer Indoctrination Course will no longer be offered.

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## RECORD OF CHANGES

Changes to this manual will be promulgated with consecutive identifying change numbers. Holders will record the change information below.

| CHANGE<br>NUMBER | AUTHORITY | DATE ENTERED | BY |
|------------------|-----------|--------------|----|
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## DEFINITION OF MEASUREMENT TERMS

I. Know: Recall facts, bring to mind and recognize the appropriate material.

Examples:

- Know the major missions of the U.S. Army, U.S. Air Force, and U.S. Coast Guard.
- Know basic flag etiquette and proper display of basic Navy flags and pennants.

II. Comprehend: Interpret principles and concepts and relate them to new situations.

Examples:

- Comprehend shipboard safety and preparedness.
- Comprehend the moral and ethical responsibilities of the military leader.

III. Apply: Utilize knowledge and comprehension of specific facts in new relationships with other facts, theories, and principles.

Examples:

- Apply the fundamentals of Operational Risk Management and Time Critical Risk Management.
- Apply leadership skills to achieve objectives.

IV. Demonstrate: Show evidence of ability in performing a task.

Examples:

- Demonstrate the ability to communicate effectively.
- Demonstrate personal physical fitness by conforming to Navy or Marine Corps physical fitness testing standards.

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## LETTER OF PROMULGATION

The training and development of the next generation of Navy Officers calls for continuous, intentional and ongoing evaluations of both the requirements for earning a commission and the process through which essential traits are inculcated into young men and women. This review of the Professional Core Competencies serves the purpose of responding to this ongoing process.

Failures in Naval operations, most recently the USS MCCAIN and USS FITZGERALD, highlight the need for absolute confidence in the capabilities and readiness of our junior officers. Regardless of community, there are essential skills required of every officer. In order to develop and ensure attainment of those skills, they must be delineated in an easily understood and executable form.

Drawn from many sources, beginning with the Navy Leader Development Framework (NLDF), the Professional Core Competency (PCC) manual operationalizes requirements, establishing the foundational standards of “officership” by delineating core competencies required of all officer accession programs:

- United States Naval Academy (USNA)
- Naval Reserve Officers Training Corps (NROTC)
- Strategic Sealift Midshipman Program (SSMP)
- Officer Candidate School (OCS)
- Officer Development School (ODS)
- Direct Commission Officer Indoctrination Course (DCOIC)\*
- Limited Duty Officer/Chief Warrant Officer Academy (LDO/CWO)
- Seaman to Admiral – 21st Century (STA 21)

While each accession source’s mission statement varies slightly in wording, all are charged with morally, mentally and physically developing future Leaders of Character and Competence - imbuing them with the highest ideals of Honor, Courage, and Commitment in order to serve as professional Naval Officers worthy of our nation’s special trust and confidence. In recognition of officership as a true “profession” and the “special trust and confidence” vested in officers by virtue of their commissions and the “charge of command,” this manual defines the professional knowledge, skills, and abilities required of all basically trained officers entering naval service.

This PCC manual shall be referenced when developing/updating officer accession curricula. While minimum standards based on fleet requirements are delineated, this manual does not intend to limit the depth or breadth to which these competencies can be covered. Programs may train beyond these minima when time and resources permit.

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\*Effective 30 September 2019, Direct Commission Officer Indoctrination Course will no longer be offered.

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Academic/scholarship requirements for professional certification/licensing are governed by community-specific policy and are not addressed by this manual. Additionally, undergraduate requirements and standards at both USNA and NROTC with regard to major, required courses, and GPA are also addressed by other Navy policy and are specifically not addressed in this manual.

This iteration of the PCC manual is a minor change following the major revision in 2015, which integrated significant Fleet-level input to ensure new officers have required warfighting skills. It was crafted in a joint effort by USNA and NSTC staff. This iteration includes clarification and adjustments found necessary in execution of the 2015 PCC manual.

As the true “core” competencies of Navy Officers are naturally enduring, much of the specific content of this manual, like its predecessors, is unchanged from prior versions. It has retained the fundamental skills required of Officers, while updating those elements which required clarification or modernization to meet the needs of today’s Navy.

The essence of officership is most succinctly captured by the Oath of Office - our solemn promise to support and defend the Constitution and to well and faithfully discharge the duties of the office. Understanding and truly living the relationship of the Oath to Navy core values is the fundamental leader development outcome of the basically trained officer.

The NLDF establishes the path for a comprehensive career-long development of operational and warfighting competence, and personal character. Development of these traits merely starts with the accession program. The education and training developed from these PCCs enable new officers to better apply their experiences toward developing competence and character. These core competencies form the initial foundation that binds us together as trusted members of a profession.

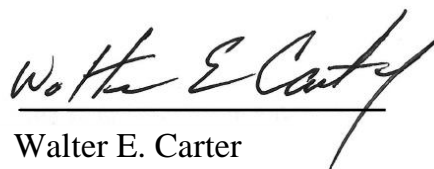
Recommendations for changes to this manual should be submitted using the Feedback Procedures in Appendix J.

This manual is approved for implementation upon receipt. PCC Manual (August 2015) is hereby cancelled and superseded. The PCC Manual will be reviewed on a quadrennial basis hereafter.

REVIEWED AND APPROVED:

A handwritten signature in blue ink, appearing to read "M. D. Bernacchi".

Michael D. Bernacchi  
Rear Admiral, U.S. Navy  
Commander, NSTC

A handwritten signature in black ink, appearing to read "Walter E. Carter".

Walter E. Carter  
Vice Admiral, U.S. Navy  
Superintendent, USNA

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## EXECUTIVE SUMMARY

This Professional Core Competencies (PCC) Manual is aligned to the Navy Leader Development Strategy (NLDF) and delineates the knowledge, skills and abilities that basically trained Naval Officers must possess upon graduation from an accession program. These requirements fall into the following six major competency areas:

- I. NAVAL ORIENTATION AND OFFICERSHIP
- II. LEADERSHIP AND ETHICS
- III. SEAPOWERS AND NAVAL HISTORY
- IV. PROGRAMS AND POLICIES
- V. TECHNICAL FOUNDATIONS AND NAVAL WARFARE
- VI. SEAMANSHIP AND NAVIGATION

Some of these major competency areas have been renamed to more accurately reflect the current content across schoolhouses and have been reorganized to better align with strategic imperatives. The individual appendices for each officer program outline specific deviations from the basic core (deletions, additions and/or changes in level of training taxonomy) wherein the PCC in question is specifically not germane to the community or reasonably achievable given time/resource constraints of the specific program.

- Appendix A United States Naval Academy (USNA)
- Appendix B Naval Reserve Officers Training Corps (NROTC)
- Appendix C Strategic Sealift Midshipman Program (SSMP)
- Appendix D Officer Candidate School (OCS)
- Appendix E Officer Development School (ODS)
- Appendix F Direct Commission Officer Indoctrination Course (DCOIC)\*
- Appendix G Limited Duty Officer/Chief Warrant Officer Academy (LDO/CWO)
- Appendix H Seaman to Admiral - 21<sup>st</sup> Century (STA-21)
- Appendix I Marine Enlisted Commissioning Education Program

*“Men mean more than guns in the rating of a ship.”*  
*John Paul Jones*

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\*Effective 30 September 2019, Direct Commission Officer Indoctrination Course will no longer be offered.



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## I. NAVAL ORIENTATION AND OFFICERSHIP

*A basically trained officer must know and understand the fundamentals of Naval Officership as a profession. These fundamentals include but are not limited to the Officer's Oath as related to Navy Core Values, naval customs and traditions, military drill, uniform wear, watchstanding, and basic elements of naval regulations.*

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- A. Comprehend the role of commissioned officers as members of the U.S. Armed Forces and know the obligations and responsibilities assumed by taking the oath of office and accepting a commission including the Constitutional requirement for civilian control.
  - 1. Comprehend the Naval officer's roles and responsibilities as a member of the profession of arms.
  - 2. Comprehend the significance of special trust and confidence vested in commissioned officers.
- B. Know uniform regulations.
  - 1. Demonstrate proper uniform wear and military grooming standards.
  - 2. Demonstrate personnel inspection procedures.
- C. Demonstrate marching, formations and basic drill maneuvers.
  - 1. Demonstrate close order drill.
- D. Comprehend the UCMJ, practice of military law, and applications of regulations as they may involve a junior officer in the performance of duties.
  - 1. Comprehend the purpose, scope, and constitutional basis of Navy Regulations and the Uniform Code of Military Justice and relate these regulations to personal conduct in the military service.
  - 2. Comprehend junior officer responsibilities relative to the military justice system including familiarization with:
    - (a) essential publications relating to military justice.
    - (b) search and seizure.
    - (c) apprehension and restraint.

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- (d) non-judicial punishment.
  - (e) investigations.
  - (f) courts martial.
  - (g) administrative discharges.
  - (h) extra military instruction.

E. Know the requirements for watchstanding, including basic Naval terminology and professional nomenclature, and demonstrate a proper watch relief and the requirements, procedures, and format for keeping logs.

F. Know the origins and current usage of naval customs and traditions.

1. Demonstrate military courtesies such as saluting, introductions, and forms of address.
2. Know basic shipboard etiquette, flag etiquette and proper display of basic Navy flags and pennants.
3. Demonstrate proper protocol with respect to quarterdeck procedures, wardroom etiquette, and small boat/vehicle etiquette.
4. Know military ceremonial functions including colors, parade formations, and changes of command.
5. Know social customs and basic protocol for formal and informal functions to include receiving lines, dining outs, mess night, and the Navy/USMC birthday ball.

G. Comprehend command relationships and organization.

1. Know command relationships and organization for both operational and administrative environments.
2. Know the Navy and Marine Corps officer and enlisted rank/paygrade structures and insignia.
3. Know the officer ranks in the Army, Air Force, and Coast Guard.
4. Know relevant Navy and Marine Corps unrestricted and restricted line communities and applicable warfare insignias.

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## II. LEADERSHIP AND ETHICS

*A basically trained officer must understand the relationship between the Oath of Office and Naval Core Values, have personal values consistent with Navy Core Values, practice sound judgment while enforcing rules and regulations, and be a valued team leader who fosters loyalty up and down chain of command. The core competencies in this area include but are not limited to critical thinking, effective communication, planning and decision making, basic leadership and management principles, and classical ethics as related to moral decision making.*

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A. Comprehend the relationship of the Oath of Office to Navy core values.

1. Know and recite the Oath of Office.
2. Comprehend the significance of special trust and confidence vested in commissioned officers as members of the profession of arms.
3. Comprehend the basic elements of the Constitution of the United States.
4. Know the Navy Ethos.

B. Comprehend Naval leadership development.

1. Know the Charge of Command.
2. Comprehend the relationship between authority, responsibility, and accountability.

C. Comprehend the professional, moral and ethical responsibilities of the Naval Officer.

1. Comprehend the relationship of integrity, moral courage, and ethical behavior to authority, responsibility, and accountability.
2. Demonstrate, by personal example, the professional attributes and behaviors of a Naval Officer.
3. Know the International Law of Armed Conflict including Rules of Engagement (ROE), conduct of hostilities, rights of individuals, obligations of engaged parties, and the Code of Conduct for members of the U.S. Armed Forces.

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D. Demonstrate an understanding how the following influence an officer's ability to effectively lead in an organization:

1. Importance of officers leading by personal example.
2. Prioritization of Constitution, mission, service, command, shipmate and self.
3. Use of authority.
  - (a) Definition of a lawful order.
  - (b) Process for challenging unlawful orders.
4. Conveyance of clear and concise Commander's Intent.
5. Degree of delegation and decentralization.
6. Officer-enlisted professional relationship.
7. Fostering loyalty up and down the chain of command.
8. Morale and esprit de corps.
9. Supervision and follow-up.
10. Time management and prioritization.

E. Demonstrate an understanding of basic counseling skills.

1. Comprehend the importance of feedback to mission effectiveness.
2. Comprehend motivational techniques which may be useful in leadership situations.
3. Apply counseling skills to performance evaluation debriefings, discipline infractions, career guidance, and personal problems.

F. Apply leadership skills to achieve objectives.

1. Comprehend the relationship between goal setting and feedback to include measurements, inspections, and reports.

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2. Apply techniques and skills to measure organizational effectiveness by establishing qualitative and quantitative performance standards.
  3. Comprehend different leadership styles and how they apply to different situations.
  4. Comprehend basic principles of human behavior and group dynamics.
  5. Apply leadership and management skills to design work groups based on task requirements, group capability, and available resources.
  6. Know the importance of diversity and inclusion when leading an organization.
- G. Demonstrate the ability to communicate effectively.
1. Demonstrate effective oral and written communication.
  2. Comprehend different forms of naval correspondence.
- H. Know the basic elements of the assignment process, career planning (including the requirement for Joint Duty), promotions, milestones and career paths for Navy/USMC.
- I. Know the Navy/USMC training and qualification process (PQS, JQR and Warfare qualification).
1. Comprehend the importance of training and qualification to personal/professional development and mission readiness.
  2. Know the importance of continuing education, professional reading, and lifelong learning to professional and personal development as a leader and Naval Officer.
  3. Know the availability and applicability of the CNO/CMC's Professional Reading Program to personal development.

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### III. SEAPOWER AND NAVAL HISTORY

*A basically trained officer must understand Seapower as a critical element of national security and prosperity for the United States of America in both peace and war. A basically trained officer must understand the missions and functions of the Navy and Marine Corps and the role of naval forces in protecting the global maritime commons, deterring potential adversaries, and fighting/winning our nation's wars when required. The core competencies in this area include but are not limited to maritime strategy, missions and functions of the Navy and Marine Corps, geography as related to maritime strategy, the evolution of sea power, and the history of the U.S. Navy and USMC.*

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#### A. Comprehend current maritime strategy.

1. Comprehend the relationship of seapower to national interests and maritime strategy in both peace and war.
2. Know the impact and significance of geography and Sea Lines of Communication on maritime strategy and naval operations.
3. Know the missions and functions of the U.S. Navy as described in maritime strategy.
4. Know the importance of maritime partnerships and coalition operations.
5. Know the importance of regional and cultural expertise/awareness to naval forces' ability to successfully plan, operate forward, and engage effectively.
6. Know the importance of a forward naval presence to maritime strategy through forward stationed and rotationally deployed forces.
7. Know major aspects of the U.S. position on United Nations Convention on the International Law of the Sea (UNCLOS) regarding territorial seas, contiguous zones, high seas and rights of innocent passage and the impact of UNCLOS on maritime strategy.
8. Comprehend the concept of "liberty as a mission" as related to port visits, engagement, and theater security cooperation.

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B. Comprehend the mission and basic organization of the Navy and Marine Corps:

1. Know the operational and administrative chains of command within the Department of the Navy.
2. Know the names and locations of the numbered Fleets and naval component commands.
3. Know the basic size and composition of the Navy (platforms and personnel).
4. Know the roles, responsibilities, and organization of the Reserve Component.
5. Know the Composite Warfare Commander (CWC) concept.

C. Know the current organization of the Department of the Navy.

1. Know the relationship of Navy organization to the Department of Defense, Joint Chiefs of Staff, and the unified and specified commands.
2. Know basic military staff organization (N, S and J-codes).

D. Know significant events in U.S. naval history.

1. Know the evolution of the Navy and Marine Corps including the origins of the service along with prominent leaders and their contributions.
2. Know the role naval forces have played in the national strategies and policies of the United States in both peacetime and war.
3. Comprehend the historical evolution of sea power and its effects on world history.
  - (a) Comprehend the importance of power projection by seaborne forces and cite historical examples.
  - (b) Know the significant historical developments of naval weapons systems, platforms, tactics, techniques, and procedures.

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## IV. PROGRAMS AND POLICIES

*A basically trained officer must possess a working knowledge of Naval programs and policies. The core competencies in this area include but are not limited to professional administrative responsibilities, personnel management, classified material handling, UCMJ and Navy/USMC Regulations, naval correspondence, fitness and wellness programs, and safety programs.*

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A. Know basic administrative responsibilities of an officer including:

1. Personnel administrative actions with regard to officer and enlisted service records, performance evaluations, advancement recommendations and promotions.
2. Know governing documents for naval correspondence.
3. Know how directives are organized and revised.
4. Know importance of documenting and evaluating training.

B. Know basic requirements and procedures for proper handling and disclosure of classified material, consequences for inadvertent disclosure, and consequences for violation of the espionage laws, including:

- (a) Maintenance of classified material security, including techniques for avoiding technology transfer.
- (b) Disclosure (clearance and need to know).
- (c) Basic security classifications and their corresponding handling requirements.

C. Comprehend all current Navy and Marine Corps commissioning sources as they relate to both peers and subordinates.

D. Comprehend the UCMJ, practice of military law, and applications of regulations as they may involve a junior officer in the performance of duties.

1. Comprehend the purpose, scope, and constitutional basis of Navy Regulations and the Uniform Code of Military Justice and relate these regulations to personal conduct in the military service.
2. Comprehend and demonstrate adherence to the standards of conduct for



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military personnel.

E. Know Naval standards for physical readiness, nutrition and weight control

1. Demonstrate personal physical fitness by conforming to Navy or Marine Corps physical fitness testing standards.
2. Demonstrate a fit military appearance by conforming to applicable Navy or Marine Corps body fat percent and/or height-weight standards.
3. Demonstrate fundamental swimming skills through successful completion of Third Class swimmer qualifications.

F. Know Naval safety programs.

1. Apply the fundamentals of Operational Risk Management and Time Critical Risk Management.

G. Know financial, medical, retirement, and other benefits available to military personnel.

1. Know the basic elements of personal financial management.
2. Know current policies and programs relative to educational opportunities.

H. Know how to locate current Naval programs and policies

1. Comprehend Junior Officer responsibilities relative to Naval programs and policies including familiarization with:
  - (a) Equal Opportunity to include prevention of sexual harassment, fraternization and hazing.
  - (b) Sexual Assault Prevention and Response
  - (c) Pregnancy, Family Care Plan, Exceptional Family Member Program (EFMP) and Family Readiness
  - (d) Diversity and Inclusion
  - (e) Personally Identifiable Information (PII)

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(f) Suicide Prevention

(g) Substance and alcohol abuse prevention and detection including urinalysis testing programs

(h) General Military Training

(i) Operational Stress Control

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## V. TECHNICAL FOUNDATIONS AND NAVAL WARFARE

*A basically trained officer must have fundamental technical knowledge and understand basic principles of naval warfare in order to capably lead our technologically advanced Navy and Marine Corps. The core competencies in this area include but are not limited to basic engineering fundamentals, naval systems and weapons systems, basic platform characteristics, and basic fundamentals of naval warfare.*

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A. Know the basic characteristics and capabilities of the major weapons systems and platforms of the U.S. Naval forces.

1. Know the designations, characteristics, capabilities, and missions of ships, aircraft, and weapon systems of the U.S. Navy, Marine Corps, and Strategic Sealift Command.
2. Know what effects chemical/biological/radiological/nuclear (CBR-N) attacks have on the combat environment.
3. Know the operating principles and common uses of platform weapon systems.
4. Comprehend the basic theory and use of radar, sonar, and fire-control systems.

B. Comprehend basic engineering concepts.

1. Know the concepts of work, power, and efficiency and their application to propulsion systems.
2. Know the basic operation, key components, and safety considerations of propulsion systems.
3. Know the basic principles of auxiliary systems.
4. Know the basic principles of electrical power generation, distribution, and electrical safety.
5. Comprehend the factors and criteria for structural integrity and operational employment in platform design.
6. Comprehend basic principles of fluid dynamics.

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7. Know the purpose of the Navy Maintenance Material Management (3-M) system and its PMS and MDS subsystems.

8. Know the basic principles of safeguarding information within computer systems.

C. Know the basic threats potential near peer maritime competitors can employ against Navy platforms.

1. Comprehend the basic theory of electronic warfare systems.

D. Know how each of the following components of naval warfare contributes to the basic sea control and power projection missions of the Naval service:

1. Air Warfare.

2. Undersea Warfare (Including Mine Warfare and Antisubmarine Warfare).

3. Surface Warfare.

4. Strike Warfare.

5. Amphibious Warfare.

6. Electronic Warfare.

7. Mobile Logistics Support.

8. Special Warfare.

9. Expeditionary Warfare.

10. Cyber/C5I Warfare (Command, Control, Communications, Computers, Combat Systems, Intelligence).

11. Space Operations.

E. Comprehend the importance and use of naval communications, COMSEC, and EMCON.

1. Demonstrate proper internal and external communications.

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2. Comprehend cyber/satellite based communications.
  3. Know the different bands of radio communication across the spectrum.
- F. Know the significance of intelligence in the application of naval warfare.
- G. Understand the need for OPSEC including recognition of the OPSEC threat.
- H. Know current Anti-Terrorism/ Force Protection (AT/FP) procedures and requirements.
- I. Demonstrate proper handling and firing of U.S. service small arms using current safety procedures.

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## VI. SEAMANSHIP AND NAVIGATION

*As every Naval officer must be a capable mariner - a basically trained officer must understand how to safely operate at sea. The core competencies in this area include but are not limited to shipboard damage control, theory and practice of navigation at sea, basic ship handling, steering and sailing rules for preventing collisions at sea, and understanding and calculating relative motion between maneuvering ships.*

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- A. Know terms, nomenclature, and use of shipboard deck equipment and fittings.
- B. Comprehend shipboard safety and preparedness to include importance of PPE and procedural compliance
- C. Demonstrate shipboard damage control.
  - 1. Know the typical shipboard damage control organization and responsibilities of key personnel assigned.
  - 2. Know how shipboard watertight integrity is obtained through installed shipboard features to increase material conditions of readiness.
  - 3. Know the procedures, objectives, and priorities in combating progressive deterioration from fire and underwater hull damage.
    - (a) Know classes of fire and agents, equipment, and procedures used to extinguish them.
    - (b) Know the use of equipment, materials, and procedures for countering progressive flooding and structural deterioration.
  - 4. Know the procedures for donning and doffing damage control breathing equipment.
- D. Comprehend the theory and practice of navigation at sea.
  - 1. Comprehend the longitude/time relationship.
  - 2. Demonstrate time conversion and time zone determination.

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3. Know the correct procedures to determine the time of sunrise and sunset.
  4. Know the theory and use of electronic navigation systems.
    - (a) Know basic principles of radar navigation.
    - (b) Comprehend operating principles and limitations of GPS and navigation chart datum.
  5. Comprehend the uses of navigational datums and the various chart projections.
  6. Know chart symbology particularly those symbols pertaining to hazards and dangers.
  7. Know how to select the proper charts (both paper and electronic) and how to determine chart accuracy and reliability.
  8. Apply correct plotting procedures when navigating in piloting waters.
    - (a) Apply the six rules of dead reckoning in keeping a plot of ship movements.
    - (b) Know the definitions of the terms: track, speed of advance, speed over ground, PIM, EP, LOP, and relative bearing.
    - (c) Know turn and danger bearings.
    - (d) Demonstrate the ability to plot and interpret fixes and running fixes.
  9. Know the advantages, disadvantages, and applications of gyro and magnetic compasses.
    - (a) Apply terrestrial navigation methods to determine compass error.
    - (b) Apply magnetic variation to a given location.
    - (c) Know the concept of deviation and the use of magnetic compasses.
  10. Know the basic principles of celestial navigation.
    - (a) Know the principles and goals of celestial navigation.

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- (b) Know basic celestial navigation theory.
  - (c) Know the meaning and application of the following terms as they relate to celestial navigation: celestial sphere, horizon coordinate system, nautical sextant, and circles of equal altitude.
  - (d) Know the typical duties involved in a day's work of celestial navigation: sunrise and sunset, sun sights, meridian passage.
11. Know the capabilities and limitations of various instruments used in piloting to determine direction, speed, distance, and depth of water.
12. Know the essential publications and records used in navigation and comprehend their value.
13. Know the characteristics and application of various aids to navigation in piloting and comprehend their importance in safe navigation, including:
- (a) Buoyage systems – IALA.
  - (b) Lights/daymarkers.
  - (c) Radar beacons/markers.
14. Apply correct procedures in planning and plotting approaches to harbors and anchorages.
15. Comprehend tidal action and know tide classifications and reference planes.
16. Demonstrate the ability to use the Current Triangle to find course and speed made good, set, drift, and compensating course and speed to negate set and drift.
17. Know terms associated with the Terrestrial Coordinate System; equator, prime meridian, great circles, small circles, parallels, meridians, latitude, longitude, and rhumb lines.
18. Comprehend relative motion and demonstrate capability to solve problems associated with relative motion.



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- (a) Comprehend the theory of relative motion as graphically displayed by the geographic and relative plot.
  - (b) Comprehend the significance of bearing drift and apply bearing drift to determine relative motion.
  - (c) Demonstrate the ability to compute target angle.
  - (d) Comprehend the speed triangle and the relative plot associated with a maneuvering board (MOBOARD).
  - (e) Demonstrate the use of a maneuvering board to accurately:
    - (1) Determine the CPA and time of CPA of an approaching vessel.
    - (2) Determine the true course and true speed of a maneuvering ship.
    - (3) Determine course, speed, and time for proceeding to a new station or to intercept another vessel.
    - (4) Determine true wind direction and velocity.
    - (5) Determine course and speed to produce desired wind.
    - (6) Determine an avoidance course of a given target.

19. Apply the Rules of the Road as found in the USCG Navigation Rules – International and Inland.

20. Know the use of MTP-I Volume II and the International Code of Signals (PUB-102).

E. Know environmental weather factors affecting naval operations.

- 1. Know the sources of environmental products/predictions/forecasts available to naval units underway.
- 2. Know the impact of hazardous weather conditions on surface and flight operations at sea.

F. Know controllable and non-controllable forces in shiphandling.

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1. Know the effects of controllable forces in shiphandling such as engines, rudders, propellers, lines, anchors, and tugs.
  2. Know the effects of non-controllable forces in shiphandling such as wind, current, depth of water, etc.
  3. Demonstrate the ability to issue standard commands for engines, rudder, and line handling.
- G. Know the basic terms and procedures associated with replenishment at sea.
- H. Know the basic skills required for sailing.
1. Know the effects of environmental factors on the vessel.

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## APPENDIX A

### UNITED STATES NAVAL ACADEMY

*“The mission of the United States Naval Academy (USNA) is to develop Midshipmen morally, mentally, and physically and to imbue them with the highest ideals of duty, honor, and loyalty in order to graduate leaders who are dedicated to a career of naval service and have potential for future development in mind and character to assume the highest responsibilities of command, citizenship, and government.”*

*As the undergraduate college of our country's naval service, the USNA prepares young men and women to become professional officers of competence, character, and compassion in the U.S. Navy and Marine Corps. USNA students are midshipmen on active duty in the U.S. Navy. They attend the Academy for four years, graduating with Bachelor of Science degrees and commissions as Ensigns in the Navy or Second Lieutenants in the Marine Corps.*

USNA midshipman are required to complete all requirements listed within Parts I through VI.

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## APPENDIX B

### NAVAL RESERVE OFFICERS TRAINING CORPS

*The Naval Reserve Officers Training Corps (NROTC) program was established to develop Midshipmen mentally, morally, and physically and to imbue them with the highest ideals of duty, loyalty, and with the core values of honor, courage, and commitment in order to commission college graduates as naval officers who possess a basic professional background, are motivated toward careers in the naval service, and have a potential for future development in mind and character so as to assume the highest responsibilities of command, citizenship, and government.*

*NROTC is a multi-year program that runs concurrently with a student's normal college or university educational course of study. In addition to a normal academic workload leading to a baccalaureate degree, NROTC students attend classes in Naval Science, participate in the NROTC unit for drill, physical training, and other activities, and are taught the leadership principles and high ideals of a naval officer.*

NROTC midshipmen are required to complete the following depending on their specific program:

#### Navy option:

NROTC Navy option Midshipmen are required to complete all requirements listed within Parts I through VI, (with the exception of VI.H) in order to receive a commission.

#### Nurse option:

NROTC Nurse option Midshipmen are required to complete the requirements listed within Parts I through IV in order to receive a commission.

#### Marine option:

NROTC Marine Corps option midshipmen are required to attend a six-week Marine Officer Candidate School in Quantico, Virginia, in addition to completing the requirements listed within Parts I - V (with the exception of all of V.B). Additionally, Marine Corps option midshipmen are also responsible for the material contained in Chapter four of the most recent

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version of NAVMC 3500.18.

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## APPENDIX C

### STRATEGIC SEALIFT MIDSHIPMAN PROGRAM

*The mission of the Strategic Sealift Midshipman Program is to provide the Reserve Component of the U. S. Navy, a highly qualified cadre of Strategic Sealift Officers through undergraduate degree completion, professional development, and training.*

*The Strategic Sealift Midshipman Program is an education and training program conducted by the Department of Naval Science at the U. S. Merchant Marine Academy and state maritime academies. These programs are designed to qualify participants for commissioned service. Program administration, eligibility, participation requirements, and training are directed by Naval Service Training Command Officer Development department.*

In addition to completing the requirements listed within Parts I through IV, each Strategic Sealift Midshipman must attain the academic and professional licensing and experience credentialing required by their academy in order to receive a commission. The academic and professional credentialing curriculum of the maritime academies generally meets and/or exceeds the competencies contained in Parts V and VI.

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## APPENDIX D

### OFFICER CANDIDATE SCHOOL

*Officer Candidate School (OCS) is a commissioning program at Officer Training Command whose mission is to morally, mentally, and physically develop future leaders of character and competence – imbuing them with the highest ideals of honor, courage, and commitment in order to serve as professional naval officers worthy of special trust and confidence.*

*Officer Candidates attend OCS for 12 weeks culminating with their active duty commissions in the United States Navy. OCS candidates are recruited and accessed specifically to their designator. OCS commissions Ensigns into Surface Warfare, Aviation, Submarines, Naval Special Warfare, Naval Special Operations, Intelligence, Information Dominance, Supply Corp and Civil Engineering Corps.*

OCS Officer Candidates are required to complete all requirements listed within Parts I through VI (with the exception of VI.H) in order to receive a commission.

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## APPENDIX E

### OFFICER DEVELOPMENT SCHOOL

*Officer Development School (ODS) is an accession program at Officer Training Command whose mission is to morally, mentally, and physically develop future leaders of character and competence – imbuing them with the highest ideals of honor, courage, and commitment in order to serve as professional naval officers worthy of special trust and confidence.*

*ODS participants are already commissioned and attend a five-week development course to learn the foundational elements of Naval Officership. All active duty Medical Corps, Dental Corps, Nurse Corps, Medical Service Corps, Chaplain Corps, Judge Advocate General Corps, Nuclear Power instructors/engineers, and Cyber Warfare Officers attend Officer Development School.*

ODS students are required to complete the Navy specific requirements, as they apply to Staff Corps and Restricted Line officers, listed within parts I through IV (with the exception of III.D.3.b) and parts V.G, V.H and VI.C to graduate ODS.



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## APPENDIX F

### **DIRECT COMMISSION OFFICER INDOCTRINATION COURSE\***

*Direct Commission Officer Indoctrination Course (DCOIC) provides the military indoctrination training necessary to prepare participants to function in their role as newly commissioned naval officers. DCOIC participants attend a two-week course and receive specialized follow-on training to further prepare them for their initial fleet assignment. It provides a basic introduction to fundamental aspects of leadership while providing a working knowledge of available references.*

Participants are required to complete the Navy specific requirements, as they apply to Reservists, listed within Parts I through IV and Parts V.F and V.G (with the exception of the Demonstration of I.E, and III.D.3.b) to graduate DCOIC.

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\*Effective 30 September 2019, Direct Commission Officer Indoctrination Course will no longer be offered.

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## APPENDIX G

### **LIMITED DUTY OFFICER/CHIEF WARRANT OFFICER ACADEMY**

*The Limited Duty Officer (LDO) and Chief Warrant Officer (CWO) Academy is a 4 week course of instruction at Officer Training Command designed to develop newly commissioned LDOs and CWOs morally, mentally, and physically and imbue them with the highest ideals of honor, courage, and commitment in order to serve in the fleet as professional naval officers worthy of special trust and confidence.*

*LDOs and CWOs are commissioned officers with special technical expertise who lead and manage critical systems, technical programs, and capabilities throughout the fleet. Both programs provide the opportunity for outstanding senior enlisted personnel to compete for a commission. Given the school's short duration and the experience level of LDO/CWO students, some PCCs are not specifically covered in an in-class lecture. However, each student is expected to know all information within parts I through IV.*

Academy participants are required to complete the Navy Specific requirements, as they apply to LDO/CWOs, listed within parts I through IV (with the exception of I.C, Demonstration of I.E, and IV.E.3) to graduate LDO/CWO Academy.

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## APPENDIX H

### SEAMAN TO ADMIRAL - 21<sup>st</sup> CENTURY

*Seaman to Admiral – 21st Century (STA-21) is a multi-year program that selects Fleet sailors without a degree and allows them to earn a bachelor's degree from a college or university affiliated with a NROTC unit then commission after degree completion.*

*STA-21 selectees attend 8 weeks of Naval Science Institute (NSI) at Officer Training Command prior to assignment at an NROTC unit. The NSI course builds upon previous naval experience and is designed to teach each selectees the fundamental core concepts of officership and the high ideals of a military officer. NSI is designed to afford STA-21 students the opportunity to complete their degree in 36 months and meet all commissioning requirements. Upon completion of NSI, STA-21 selectees are then assigned to the NROTC unit for drill, physical training, and two leadership courses prior to commissioning.*

NSI Students are required to complete the requirements in parts I, III, V, and VI (with the exception of VI.H) to graduate.

STA-21 selectees are required to complete the requirements listed within Parts I through VI (with the exception of VI.H) in order to receive a commission.

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## APPENDIX I

### **MARINE ENLISTED COMMISSIONING EDUCATION PROGRAM**

*Marine Enlisted Commissioning Education Program (MECEP) is a multi-year program that selects enlisted Marines without a degree and allows them to earn a commission while concurrently earning a bachelor's degree from a college or university affiliated with a NROTC unit.*

*MECEP candidates attend 10 weeks of Officer Candidate School (OCS) at MCB Quantico, prior to assignment at an NROTC unit for degree completion and commissioning. The OCS course builds upon previous naval experience and is designed to teach each selectee the fundamental core concepts of Marine officership and the high ideals of a military officer. MECEP candidates are then assigned to the NROTC unit for drill, physical training, and receive six courses in leadership prior to commissioning.*

MECEPS selectees are required to complete requirements listed within Parts I - V (with the exception of all of V.B). Additionally, MECEP Candidates are also responsible for the material contained in Chapter four of the most recent version of NAVMC 3500.18 in order to receive a commission.

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## APPENDIX J

### FEEDBACK PROCEDURES

A. This appendix provides for a Professional Core Competencies Manual feedback/response system whereby individual units, ISICs, training commands, and enterprises may routinely communicate in a forthright and constructive dialogue through either of two methods: (1) email or (2) standard message format.

B. Feedback:

1. Any unit may initiate a query about any aspect of the Professional Core Competencies Manual or make a recommendation for its improvement. These inputs should be sent directly to NSTC and USNA for consolidation and analysis. The following standard message format is provided:

FM (Submitting Command)  
TO USNA ANNAPOLIS  
NSTC GREAT LAKES IL  
INFO (Chain of Command)  
(Classification)  
MSGID/GENADMIN/(Originator)//  
SUBJ/PROFESSIONAL CORE COMPETENCIES FEEDBACK REPORT  
REF/A/DOC/USNA/NSTC/AUGUST 2015  
REF/B/(As Necessary)  
NARR/PROFESSIONAL CORE COMPETENCIES MANUAL. (Other  
references).//  
POC/(Point of Contact)  
RMKS/1. Briefly state problem or query (ensure remarks include area of PCC  
affected).

2. Recommend corrective action.//  
BT

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## REFERENCES

*The references below provided guidance while reviewing and updating the 2015 Officer Professional Core Competencies Manual. Many of these documents, while not specifically referenced for PCC content, provided strategic guidance that was absolutely critical from an alignment perspective with regard to leader development for officers.*

| <u>REFERENCE</u>   | <u>TITLE</u>   |
|--|--|
| 5 U.S.C., § 3331   | <a href="#"><u>The Oath of Office</u></a>  |
| 10 U.S.C. Chapter 47, 64 Stat. 109<br>U.S. Navy Regulations, Ch. 2 | <a href="#"><u>The Uniform Code of Military Justice</u></a><br><a href="#"><u>The Department of the Navy</u></a>   |
| U.S. Navy Regulations, Ch. 10                                      | <a href="#"><u>Precedence, Authority, and Command</u></a>  |
| U.S. Navy Regulations, Ch. 11                                      | <a href="#"><u>General Regulations</u></a>   |
| SECNAVINST 1000.9A   | <a href="#"><u>Code of Conduct for Members of the</u></a><br><a href="#"><u>Armed Forces of the United States</u></a>                                      |
| SECNAVINST 1610.2A   | <a href="#"><u>Department of The Navy Policy on</u></a><br><a href="#"><u>Hazing</u></a>   |
| SECNAVINST 1740.4  | <a href="#"><u>Personal Financial Management (PFM)</u></a><br><a href="#"><u>Education, Training, and Counseling</u></a><br><a href="#"><u>Program</u></a> |
| SECNAVINST 1752.4B   | <a href="#"><u>Sexual Assault Prevention and Response</u></a>  |
| SECNAVINST 5211.5E   | <a href="#"><u>Department of Navy Privacy Program</u></a>  |
| SECNAV M-5216.5  | <a href="#"><u>Department of the Navy Correspondence</u></a><br><a href="#"><u>Manual</u></a>  |
| SECNAVINST 5239.3C   | <a href="#"><u>Navy Information Assurance Policy</u></a>   |
| SECNAVINST 5300.26D  | <a href="#"><u>Department of the Navy Policy on</u></a><br><a href="#"><u>Sexual Harassment</u></a>  |
| SECNAVINST 5350.16A  | <a href="#"><u>Equal Opportunity within the</u></a><br><a href="#"><u>Department of the Navy</u></a>   |
| OPNAV Memo   | <a href="#"><u>The Charge of Command</u></a>   |

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Ser. No. N00/100107

NAVPERSCOMINST 5530.1E

[Physical Security, Loss Prevention, and Anti-Terrorism](#)

NAVPERS 15560D

[Naval Military Personnel Manual \(MILPERSMAN\)](#)

NAVPERS 15665I  
MCRP 5-12D

[U.S. Navy Uniform Regulations](#)  
[Organization of Marine Corps Forces](#)

NAVMC 3500.18

[Marine Corps Common Skills \(MCCS\) Training and Readiness Manual](#)

BUPERSINST 1610.10D

[Navy Performance Evaluation System](#)

OPNAVINST 1534.1D

[Strategic Sealift Officer Program](#)

OPNAVINST 1720.4B  
OPNAVINST 1740.4E  
OPNAVINST 2201.3B

[Suicide Prevention Program](#)  
[U.S. Navy Family Care Plan Policy](#)  
[Communications Security Monitoring of Navy Telecommunications and Information Technology Systems \(COMSEC\)](#)

OPNAVINST 3120.32D CH-1

[Standard Organization Regulations of the U.S. Navy](#)

OPNAVINST 3432.1A

[Operations Security \(OPSEC\)](#)

OPNAVINST 3500.39D

[Operational Risk Management](#)

OPNAVINST 4700.7L

[Maintenance Policy for U.S. Navy Ships](#)

OPNAVINST 4790.4F

[Ships Maintenance and Material Management System Policy](#)

OPNAVINST 5100.25C

[Navy Recreation and Off-Duty Safety Program](#)

OPNAVINST 5350.4D

[Navy Alcohol and Drug Abuse Prevention and Control](#)

OPNAVINST 5354 .1G

[Navy Equal Opportunity Policy](#)

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|                     |   |
|---------------------|---|
| OPNAVINST 5370.2D   | <a href="#">Navy Fraternization Policy</a>  |
| OPNAVINST 6110.1J   | <a href="#">Physical Readiness Program</a>  |
| OPNAVINST 6520.1A   | <a href="#">Operational Stress Control<br/>A Cooperative Strategy for 21st Century<br/>Seapower</a>                         |
| NSTM 555            | <a href="#">Surface Ship Firefighting</a>   |
| NTTP 3-20.31        | <a href="#">Surface Ship Survivability</a>  |
| COMDTINST M16672.2D | <a href="#">USCG Navigation Rules - International<br/>and Inland</a>  |
| PUB 9               | <a href="#">The American Practical Navigator<br/>authored by Nathaniel Bowditch</a>   |
| PUB 102             | <a href="#">International Code of Signals</a>   |
|                     | <a href="#">Chief of Naval Operations - Professional Reading Program</a>  |
|                     | <a href="#">CNO's Sailing Directions</a>  |
|                     | <a href="#">Composite Warfare Doctrine</a>  |
|                     | <a href="#">Department of Defense Diversity and Inclusion Strategic Plan</a>  |
|                     | <a href="#">Department of Defense Strategic Plan for Language Skills, Regional Expertise, and<br/>Cultural Capabilities</a> |
|                     | <a href="#">Department of the Navy: The Future of Naval Innovation</a>  |
|                     | Division Officer's Guide, Eleventh Edition  |
|                     | <a href="#">Ethics in the U.S. Navy</a>   |
|                     | <a href="#">Navy Core Values</a>  |
|                     | <a href="#">Navy Ethos</a>  |
|                     | <a href="#">Navy Leader Development Framework</a>   |



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Newly Commissioned Naval Officer's Guide

[Rules of Engagement Handbook](#)

[The Constitution of the United States](#)

[United Nations Convention on the Law of The Sea \(UNCLOS\)](#)

Watch Officer's Guide, Fifteenth Edition

[The Armed Forces Officer, Department of Defense Electronic Publication \(January 2006\)](#)

# United States Navy Ethos

We are the United States Navy, our Nation's sea power  
— ready guardians of peace, victorious in war.

We are professional Sailors and Civilians—a diverse and agile force exemplifying the highest standards of service to our Nation, at home and abroad, at sea and ashore.

Integrity is the foundation of our conduct: respect for others is fundamental to our character: decisive leadership is crucial to our success.

We are a team, disciplined and well-prepared, committed to mission accomplishment. We do not waiver in our dedication and accountability to our Shipmates and families.

We are patriots, forged by the Navy's core values of Honor, Courage and Commitment. In times of war and peace, our actions reflect our proud heritage and tradition.

We defend our Nation and prevail in the face of adversity with strength, determination, and dignity.

*We are the United States Navy*

